

## ***I. Description of Agency Need***

### **GENERAL REQUIREMENTS**

#### **A. PROJECT SCOPE**

##### ***A.1. Project Description and Location***

A.1.1. This Specification covers the functional and technical requirements for replacement or upgrade of the security computers, firmware and security related software at six Financial Management Service (FMS) facilities. The purpose of this acquisition is to ensure all security related systems, equipment and software are Y2K and other potential date related anomaly compliant and for replacement or upgraded system(s), equipment and software that shall be Y2K compliant.

The facilities are located as follows: The Liberty Center Building, 401 14th Street SW, Washington, DC 20227; Birmingham Financial Center, 190 Vulcan Road, Homewood, AL 35209; Austin Financial Center, 1619 East Woodward Street, Austin, TX 78741; San Francisco Financial Center, 390 Main Street, San Francisco, CA 94105; Chicago Financial Center, 536 South Clark Street, Chicago, IL 60605; and Philadelphia Financial Center, 13000 Townsend Road, Philadelphia, PA 19154.

The primary purpose and objective of the systems is to ensure the integrity of FMS controlled access sites and automated systems by detecting any attempted unauthorized intrusion for purposes of sabotage or other acts detrimental to the proper function of the FMS and/or to the health and safety of its employees and the public. The system shall incorporate the necessary equipment and software to detect, process and analyze alarms, advisories, and access requests, in accordance with FMS security procedures. The Security Computer Upgrade/ Replacement System(s) shall support, without undue delay, any alarm and the normal flow of authorized traffic through controlled access points to maintain operating efficiency.

A.1.2. The FMS has standardized on the CASI-RUSCO systems and Hughes Identification Devices (HID) MiniProx, MP5360 series proximity card readers and Proxcard II, 125 kHz, direct print cards as its access control, identification and alarm monitoring integrated security system.

A.1.3. The Contractor shall provide the computer(s), multiplexer(s), interface panels, cards and card readers and identification/identification system(s) described herein. The Contractor shall also provide hardware, peripherals, software and documentation to replace other Y2K non-compliant security components as well as the interface for the replacement subsystems. The Contractor shall agree to work with the FMS's personnel to integrate any FMS supplied or existing equipment into the replacement Y2K compliant system or subsystems.

A.1.4. This specification covers the hardware and software requirements, installation, documentation, inspection, site acceptance testing, availability testing, Y2K compliance testing, on-site system start-up support, and training requirements for the Integrated Security Computer System Upgrade/ Replacement at each of the FMS facilities. All computer and electronic hardware furnished must comply, where appropriate, with Executive Order 12845 regarding Energy Saving devices.

A.1.5. The FMS points of contact (POCs) for site functional or technical related matters is Janis Knight (202) 874-6825 or John T. Smith (202) 874-7105, both of the FMS Security Branch. Site visits are scheduled for the periods of June 2-4, or 9-11, 1998. Prior arrangements must be made through the POCs.

## *A.2. Work to be Performed*

A.2.1. Y2K compliant security computer, software, disks, tape drive, card readers and access cards, and remote multiplexing system consisting of computers and associated peripheral equipment, intelligent remote multiplexers, as required, workstations for the Security Station (SS) and a combined supervisor's/programmer workstation, video control hardware and software, and associated auxiliary equipment.

A.2.1.1. Existing security systems are located at facilities described in paragraph A.1.1 above. Through required site visits, the Contractor shall identify all security system components or items that need upgrading/replacing to ensure a complete Y2K compliant integrated security system. The Contractor shall provide a definitive list (item nomenclature, make and model numbers) of new equipment and software upgrades or replacements matched against a list of existing equipment. Installed costs shall be presented by system/subsystem. Existing security subsystems not affected by the millennium rollover shall be integrated with the upgraded or replacement system identified by the Contractor and any associated cost included in the bid as a separate line item. Existing wiring shall be used to the greatest extent possible. Liberty Center Building shall be set up as a Secure Area Manager off the existing PicturePerfect system located at Prince George Metro Center II facility at 3700 East West Highway, Hyattsville, MD 29782. Access control systems at all other locations shall be the CASI-RUSCO SecurePerfect system.

A.2.1.2. The Contractor shall provide a dual ported Remote Multiplexing Unit (RMU) or other digital ported "box" to enable monitoring of the old system until final acceptance testing has been completed on the Security Upgrade/Replacement system and the Government has accepted the system. After system acceptance, the Contractor shall remove the dual ported RMU and leave the new system fully operational as a turn key system. The Contractor may propose an alternative transition technique or methodology for Government approval. To be acceptable, any alternative must be made in writing by the Contractor and approved by the FMS Contracting Officer's Technical Representative and FMS Contracting Officer. Transition from the old to the new/replacement system(s) shall occur at other than normal business hours or on a weekend. The timing decision for transition will be made by FMS.

A.2.2. Any consoles, terminals or workstations required to accommodate upgraded or replacement equipment shall be configured with regard to ergonomic concepts and human factors design relationships. All aspects of the system shall comply with the Americans with Disabilities Act requirements.

A.2.3. Provide equipment with interfaces/automated switches to accept redundant and independent power feeds furnished by the FMS from the uninterruptable power supply, emergency power supply and standard power supply lines, if not already available.

A.2.4. The Contractor shall furnish sufficient numbers of qualified personnel for installation, supervision, system start-up, field verification and availability testing within the time frame specified. The Contractor shall also provide knowledgeable and experienced personnel who have attended the CASI-RUSCO schools for the system(s) being installed for instructing and training the FMS's designated personnel in the operation and maintenance of the equipment at FMS designated sites. The length of training shall be

sufficient that all FMS trainees are thoroughly knowledgeable of the hardware and software systems and subsystems. They will be able to operate the system with less than a 1% error rate over a twenty-four hour period.

A.2.5. The Contractor shall perform the necessary alignment, calibration, and adjustment of all Contractor or Government supplied or installed equipment or systems, after installation of the upgraded or replacement Integrated Security System, for the required performance and operation of each system or subsystem component as specified herein.

A.2.6. The Contractor shall meet requirements of this specification to include furnishing all hardware, software and documentation within 45 days after notification of award of this task order. Throughout the contract period, the Contractor shall attend, normally on a weekly to bi-weekly basis, progress review meetings that will be scheduled by FMS. The purpose of such meetings is to review project progress in all phases of this contract. Such meetings shall be held at a FMS designated premise.

A.2.7. The Contractor shall provide "on-call" maintenance service for one year at the FMS on-site locations, starting at the time of acceptance of the Security Upgrade/Replacement systems by the FMS. The service shall consist of all material, labor, travel expenses and shall be at no additional expense to the FMS. The Contractor's technician/service representative shall be on site within 2 hours of notification by an authorized FMS representative to the Contractor or Contractor's representative of a problem requiring an on site response by the Contractor's representative.

### A.3. *Government-furnished Supplies/Services*

A.3.1. The following associated items and work will be furnished by the FMS or others and are not a part of the specification, except those items that require upgrade/replacement to be Y2K compliant and except as noted:

- a. Sources of external electric power including Uninterruptable Power Supply (UPS) and power conversion, distribution, and isolation equipment, except as specified herein.

- b. All conduit, cables, and wiring external to the equipment furnished, except as specified herein.

- c. Motorized gate operators.

- d. Electrically operated door strikes and alarm contacts, except as specified herein.

- e. Tamper switches, except as specified herein.

- f. Security-related communications equipment and software, except as specified herein.

- g. Security computer fire protection equipment.

- h. Video controllers, CCTV cameras, and Intrusion Detection Equipment, except as specified herein.

### B. APPLICABLE DOCUMENTS

When specific requirements are stated in the Specification that exceed and/or overlap those requirements of the codes and standards, the specification shall govern. In no event shall the software, equipment, service and/or

installation fail to meet local, state, or federal codes, standards, or legal requirements in effect at the time of award or becoming effective during installation through acceptance phases of this contract. The Contractor is responsible for all licenses, permits or similar legal documents required for completing the upgrades/replacements required by this specification. The Contractor and any sub-Contractors shall work in a manner assure adherence to all local, state, federal laws or administrative requirements and to FMS Policies, Procedures, and Practices.

In the event of conflicting requirements between the authorities or between authorities and specifications, such disagreements shall be resolved by the FMS CO. Any Contractor identified conflicts shall be reported, in writing, to the FMS COTR for resolution. Such conflicts shall not relieve the Contractor from full and timely performance.

#### C. GENERAL SYSTEM CONFIGURATION AND OPERATIONAL REQUIREMENTS

C.1. It is emphasized that this system shall be operated by non-technical personnel. Operators shall not be required to be good typists or have computer backgrounds.

C.2. The security system at each site will have at least two work stations. One located at the Security Station(SS) for the guard operator and a Supervisor/Programmer work station located in the site Security Office. Permission authorities shall be capable of restriction by either workstation or by operator.

C.3. All new materials and equipment shall be supplied to implement this contract. Off-the-shelf hardware and software products currently available shall be used. The use of non-standard products must be requested in writing and approved in writing by the FMS CO.

C.4. All equipment or devices removed by the Contractor or Contractor's subcontractors pursuant to fulfilling the requirement of Contractor's contract remain the property of FMS. No other equipment or devices shall be removed.

C.5. The specified system(s) shall be a fully operational security system(s) for the designated facility when turned over to FMS, to include peripheral devices incorporated into subsystems such as intrusion detection devices, card readers, cameras, recorders, multiplexers, screen splitters, etc. Existing, or Government furnished equipment and devices shall be used by the Contractor to the maximum extent possible.

#### D. CONTRACTOR QUALIFICATIONS

D.1. The Contractor shall be fully qualified in the performance of the class of work herein specified, be a CASI-RUSCO authorized dealer and shall provide a list of similar CASI-RUSCO installations which have been completed by the supplier that may be visited should the Government desire to do so.

### **SYSTEM HARDWARE CHARACTERISTICS**

#### A. SYSTEM HARDWARE

A.1. The computer hardware system shall utilize standard, readily available off-the-shelf hardware made by a major U.S. computer manufacturer. Where applicable, the hardware system must comply with Executive Order 12845. The hardware system shall use an off-the-shelf, multi-user, as well as multi-tasking, windows based operating system; and shall use only security components that will be serviced by a factory trained service representative.

NIST recommended standard of C-2 level security is desirable. Computer hardware and operating systems shall not be modified from the original manufacturer's specifications for the systems furnished.

A.2. The CPU shall be an Intel Pentium 266 or better and connect to at least 64 megabytes of main RAM (expandable to a minimum of 256 megabytes by adding additional memory modules). Each Computer used for the security system application(s) shall also include and support a 2.5 gigabyte (minimum size) hard disk storage unit with an average access time of 10 ms or less. The system shall support a one gigabyte (minimum size) tape backup unit suitable for use as backup media and for archival storage.

A.3. The system shall support I/O ports that are FCC compliant with regard to RF interference.

A.4. The system shall support commercial off-the-shelf work stations, including high resolution (a minimum of 1280 x 1024 lines of resolution) color monitors operating at a frequency greater than 72Mhz vertical/horizontal resolution that have the ability to generate curves and other irregular shapes without an observable stair step effect.

A.5. The system computer hardware shall be of open systems architecture in order to accept upgrades to increase memory capability, CPU and CPU speed, disk and tape drives, video cards, etc. without obsoleting the majority of the computer system hardware. The system shall be capable of withstanding a wide range of environmental stress.

A.6. Security Station (SS) Monitor - The Video Control Monitor shall be color with a high resolution (no less than 1280 x 1024) with a maximum .25 dot pitch. The screen size shall be a minimum of 17 inches measured diagonally. A minimum of 72 KHz vertical scan frequency shall be maintained at that resolution in the non-interlaced mode. The monitor shall be processor controlled, multiscan, automatically resizing the mode to full screen size. Misconvergence shall not exceed .20 at center and .4 at the edge of the monitor screen. The video bandwidth shall be sufficient to turn pixels on/off with no delay apparent to the user. In no event shall the video bandwidth be less than 100 Hz. The video board shall be at a minimum a 32 bit board capable of operating at CPU speed and maximizing the advantage that can be taken of the monitor's capabilities. The keyboard shall be at least an 101-key, detachable unit. Maximum size of the monitor is limited by rack/console mounting (if used).

A.7. The Alarm Graphics Application shall support a minimum of three levels of maps associated with an Alarm and the alarm graphics monitor (to differentiate from the SS text monitor) shall meet the same criteria as the monitor listed for text in paragraph 1.6 above. The purpose of this monitor is to display the graphical location of any alarm. The first graphic shall be a Site Map to indicate the general area where an Alarm has occurred. The second shall be a Detail Map to indicate the specific point within the facility. The third shall show the detailed area of the area in which the alarm occurred and any other detailed information required for the specific alarm point. Color coding shall be utilized to indicate the status of points on the Site and Detail Maps. The graphics portion of this system shall show curves generated on screen or in printout as smooth without producing a noticeable stair step effect. The specifications for the separate graphics monitor and video board are otherwise the same as that specified for the text monitor in paragraph 1.6 immediately preceding.

A.8. A LaserJet printer shall be provided and co-located with the Supervisor/Programmer console or SAM station. It shall be capable of printing report data on paper measuring at least 8.5 inches long by 11 inches wide

paper at the rate of at least 10 pages per minute. The printer shall be the standard brand of a well known printer manufacturer and capable of heavy use and high volume output. Noise generated by the printer shall be less than 50 dB. The printer shall be capable of printing at 600X600 dots or better resolution per inch.

#### B. MISCELLANEOUS HARDWARE

Any miscellaneous hardware items such as connectors, cable plugs, mounting brackets, etc., not specified in this document, but which are required to make a fully operational system, shall be provided by the Contractor as part of his bid.

#### C. MULTI-USER CAPABILITY

C.1. The system shall be capable of accepting multiple work stations. Each work station shall be capable of executing the full range of system commands concurrent with other terminal users. Each work station connected to the system shall be capable of accepting or including a printer connected to the system.

C.2. The system shall support the use of secure modems to facilitate contacting processor units, remote site systems, or the Contractor. The modem connections for the system must be through a manually controlled, make/break switch co-located with the supervisory terminal. The system shall recognize the loss of carrier condition on modems, and shall automatically log off any user connected to a modem when the carrier signal is lost.

#### D. NETWORKING CAPABILITIES

D.1. The computer security system(s) shall be upgradable to act as a node of a local area network or wide area network. The network media shall be totally compatible with TCP/IP and Ethernet.

#### E. PERIPHERAL DEVICES

E.1. Card Readers - Card Readers shall be HID MiniProx, MP5360 series proximity type using an industry standard encoding. The cards may be either active (smart-cards) or passive. The card readers shall read an access card when it is presented within a range of 0 to 3 inches. The readers may have a greater range, but must be capable of having their sensitivity adjusted down to read at a maximum range of four inches.

E.2. Video Cameras - Panasonic WVCL 350 or equivalent with on screen programming or equivalent. The cameras shall be waterproof.

E.3. PTZ Devices - 360° pan travel, no end stop. Variable speed Pan/Tilt, from 0 up to no less than 125°/sec.

E.4. Camera Lens - External - At least 12 power optical plus electronic magnification of at least 2, auto iris (if needed). - Internal PTZ - At least 6 power optical plus electronic (auto iris if needed). - Internal Fixed Position - Fixed focal length appropriate to field of view.

*NOTE: Paragraph E.2, E.3, and E.4 shall be combined to provide the equivalent of Sensormatic SpeedDome. All external camera installations shall be tamper alarmed.*

E.5. Digital Video Motion Detectors and Matrix Switchers - Pelco 9760 and GYYR DS16D.

E.6. Video Recorder(s) - GYYR model TLC 2100 SHD T-L.

E.7. Locks - All interior and exterior doors shall be equipped with mechanical locks commensurate with the level of security provided by the door or walls of the area perimeter being protected. Exterior doors shall be equipped with Magnetic locks that are programmable to operate independently or networked with the access control system. On entrances/exits designated as emergency exits, these locks shall be integrated with a touch sensitive bar or equivalent and other electronics or firmware to constitute a delayed egress system acceptable under NFPA 101 and by local jurisdictions. Magnetic locks on external doors shall have no less than a 1100 pound magnetic holding force.

Except for vaults, access controlled interior doors shall have devices with no less than 750 pound magnetic holding force. External doors shall have local and remote alarm capability upon activation of a touch bar without appropriate authorization. All electronic locking mechanisms shall have the capability to interface with the access control and alarm systems and to activate the CCTV system to ensure recording of events that cause alarm situations.

E.8. Intrusion Detection - Volumetric - All shall use dual technologies, e.g., microwave and infrared. - Glass Breakage - shall not be of the surface mount type. - Balanced Magnetic Switches shall be used in all locations requiring the function provided.

E.9. Intercom - A two way intercom shall be provided between entrances and the guard station where needed. External portions of the intercom system shall not use handsets.

E.10. Monitors - Video monitors for assessment of video camera input shall be of the flat screen, high definition type. At least two, but no more than three monitors connected to the matrix switcher shall be installed at the guard station. One additional monitor may be installed in the Security Specialist's office with appropriate matrix switching capability .

E.11. Access Control Cards: Provide 500 cards per site. The cards shall be the HID ProxCard II, 125 kHz, direct print cards. The cards shall be preprinted with Government provided information and logos.

E.12. The identification system shall include the Contractor providing the camera and printer specified for such system by the manufacturer or by FMS. The proximity access cards shall be of the direct print type printed by a dye sublimation printer. The Contractor shall provide five (5) custom design cards with a 4 color base (cyan, yellow, magenta, and black (CYMK) to produce continuous tone images.

## **APPLICATION SOFTWARE CHARACTERISTICS**

### **A. GENERAL APPLICATION SOFTWARE**

A.1. The application shall be the CASI-RUSCO Picture Perfect and Portrait Perfect or the Secure Perfect security and identification application system(s). SAMS station or Xterminals shall be connected to the existing CASI-RUSCO PicturePerfect system located at PGMC II for operation of the Liberty Center Building security. The SecurePerfect system, including it's integrated Identification management system, shall be configured as stand alone systems at the Centers.

A.2. The acquired system and application software must be commercial, off-the-shelf and be in use in at least three (3) major industrial settings

associated with the Contractor as a customer only or three Government locations, or a combination thereof.

A.3. The Contractor shall either place the source code for proprietary applications software, source code documentation, and updates for both in an escrow account in the name of Department of Treasury, Financial Management Service, 401 14th Street S.W., Washington, D. C., 20227, to be released to the FMS if the supplier/Contractor becomes unable to perform support functions at any future date, or furnish source code and all appropriate documentation with all applications software and updates furnished under this contract.

#### B. SYSTEM SOFTWARE SUPPORT

B.1. The System software shall be updated with any new, tested features at least once yearly. Any tested/issued updates made within 36 months of system acceptance shall be made available to the FMS at no cost. The written documentation, on-line documentation, and escrow account shall be updated to reflect the new software versions when released.

#### C. SYSTEM DIAGNOSTICS

C.1. The System shall provide the capability of running diagnostic software for the purpose of determining the source of a fault in the system hardware or tuning the performance of the system software. The diagnostics shall provide a set of on-line diagnostics, including dynamic system performance monitoring tools.

C.2. A set of off-line diagnostic programs shall also be provided for the purpose of isolation of faulty computer system components. A diagnostic program for each device (to the board level) in the system shall be provided.

#### D. DOCUMENTATION

The System shall be provided with a complete installation guide that details all steps necessary to install the system software. A user's reference manual for each separate application or system program shall also be provided. The user's reference manual shall detail all aspects of configuring, user programming, and operation of the application.

#### E. HISTORICAL DATA

E.1. Historical data and data logs shall be stored on the system's hard, removable tape cartridge or LS120 disk. Approximately 600,000 (minimum) transactions shall be stored before removal is required, though backup and archival can occur at any number of transactions since the last backup or removal. A file on the system hard disk shall store at least 600,000 transactions for "current" recall.

E.2. Historical data shall be retrievable by point, card, card reader, access level, card access transactions or operator activity. This shall either be for all or at a minimum, up to 10 selected items and shall be capable of utilizing start/stop dates and times.

#### F. USER GENERATED GRAPHICS

F.1. The System shall support the creating of user-generated graphics for the purpose of event annunciation. The user-generated graphics may contain straight line drawings, interpolated curves, circles, and graphic text of various sizes and at various orientations. A complete multi-level (at least 3 levels - from site level to device level) graphics map of installed devices



showing relative location within the site or facility and point linking and call up shall be installed on each system for each site by the Contractor.

F.2. The Site Map shall automatically appear on the graphics monitor as an alarm is displayed on the operators' system monitors. Display of the Site Detail Map on the Supervisor's/Programmer's work station shall be displayed by the use of an icon or function key.

F.3. Once entered, the System shall allow the user to select parts of a graphic to be moved to another location, duplicated, or erased. The System shall allow the use of an existing graphic as a template for the creation of a new graphic, thus eliminating the need for the user to duplicate graphics by re-entering them from the keyboard or by use of a mouse.

F.4. The System shall support the location of map tokens on the user-generated graphics. Map tokens stand for system card readers, alarm inputs, etc., and change their display depending on the real-time status of the system. The placement of map tokens on a graphic shall be made by positioning of a graphic cursor.

#### G. CCTV SUBSYSTEM INTERFACE

The CCTV surveillance software and/or switching controls shall be interfaced to the security computer system such that a seamless integration is realized. The Contractor shall provide all software programming for the host computer to enable it to directly control and provide for alarm call-up of the video switching system microprocessor, if so equipped.

#### H. DIGITAL ALARM RECEIVER SUBSYSTEM

The Contractor shall provide a software subsystem to interface the existing Digital Receivers at the FMS facilities. These are of varying manufacturers. The Contractor shall provide complete details of the subsystem interface and execution in the bid documentation. The digital alarm system's manufacturer's software may be used, but must be integrated as a module into the CASI-RUSCO integrated security management system.

#### I. IDENTIFICATION CARD IMAGE MANAGEMENT SUBSYSTEM

The Contractor shall provide a Y2K compliant identification card and image management hardware and software subsystem that is integrated by the originals security system provider into the security system. The Contractor shall, where possible, import existing (if any) identification card image management databases into this integrated application program. The Contractor shall provide 250 identification cards with this sub-system for each site. All cards shall be identical as to the design including both printing and graphics. This number may be increased at FMS discretion. This subsystem shall consist of all hardware (including color camera, direct print card printer, supplies for 500 cards) and software needed to create and manage identification cards and associated databases.

### **ALARM MONITORING SUBSYSTEM**

#### A. ALARM MONITORING CAPACITY

The System shall be Y2K compliant and have an alarm monitoring capability for supervised alarm points with optional expansion. The base line system provided by the Contractor shall handle all currently installed alarms points. When an alarm activates, the system shall use English text and graphic floor plan maps to indicate the source of an alarm and describe the necessary

actions to be taken by security personnel. The initial detailed maps, all linking and instructions shall be entered by the Contractor.

## **REPORT MANAGEMENT SUBSYSTEM**

### **A. HISTORICAL REPORTS AND CARDHOLDER REPORTS**

The System shall minimally be capable of producing reports of historical events over a specified time range, both individually and in any combination. It shall produce lists of selected cardholder data records on a work station and/or a printer and shall allow the user to select sorting by card number, cardholder name, or other fields. The Contractor shall set up a system of reports and, for each site, incorporate variances relating to site specific data or desired fields.

## **TESTING**

### **A. SITE ACCEPTANCE TESTS (SAT)**

Field verification tests to verify that the system hardware and software function as specified in this document, or as specified in a CO approved modification, will be performed by FMS after installation of the Security Computer System at the job site. The Contractor shall provide any technical assistance required during the tests. A test procedure shall be developed by the Contractor and presented to FMS for approval by the COTR prior to performance. These tests shall be performed on the entire system or network. Factory acceptance test procedures may be submitted as a basis for preparing the SAT, but must include test of all functions, features and equipment including Y2K compliance test(s). The test shall include power interruption, CPU failure, system crashes caused by memory conflicts, interrupt conflicts, and software conflicts. The SAT shall run a minimum of 4 hours with no failures to perform, including either equipment, software, or operator failures. A copy of the test plan procedures and activities shall be provided to FMS by the Contractor.

### **B. SITE AVAILABILITY TEST**

B.1. The Contractor shall demonstrate a continuous operation of the Security Computer System at the job site over a period of 30 days (720 hours) after hardware and software acceptance, with an availability of 99% or more to include all supplied hardware, software, and I/O equipment. This shall be demonstrated after the SAT and receipt of all system, diagnostic, and application programs and documentation. All hardware, firmware, and software shall be virus free and Y2K compliant. The Contractor shall certify as to the integrity of the hardware and software and provide assurance that no backdoor, logicbomb, or other surreptitious programming techniques will interfere with application or system operations. Should any virus or surreptitious programming techniques be discovered and an incident occur that may be attributable to these aberrations, the Contractor will be liable for all actual and constructive damages. A copy of the test plan procedures and activities shall be provided to FMS by the Contractor.

B.2. Availability shall be calculated as follows:

Availability Percent =  $[(TDT - AOT)/TDT] * 100$  where:

a. Test Duration Time (TDT) - total elapsed time from start of the test to completion of the test. This time shall be a minimum of 720 hours. The TDT

shall equal the time the Security Computer System is undergoing testing less the time allocated for prescheduled preventive maintenance as required by the Contractor's technical manual.

b. Accumulated Outage Time (AOT) - the total amount of time after start of the test when any part of the system or its function are not available (downtime) as specified below.

c. All time shall be recorded to the nearest minute.

B.3. Downtime shall be calculated according to the following rules:

B.3.1. The duration of any outage shall be calculated from the time that a functional deficiency is first recognized to the time the deficiency has been corrected to the satisfaction of the FMS COTR.

B.3.2. If an intermittent failure (those which occur and then disappear three or more times) occurs, the problem shall be isolated and repaired. The system shall be considered unavailable while corrective maintenance is being performed.

B.3.3. CPU fail over (if redundant system is utilized), not specifically attributed to system hardware malfunctions shall be considered a system failure and downtime shall be accumulated when it occurs at any rate greater than once per week.

B.3.4. No minimum time shall be charged against any occurrence.

B.3.5. All downtime shall be computed according to B.2 and B.3.1 as coordinated by the FMS COTR with the Contractor Representative on site.

B.3.6. In the event of accidental operator damage to the equipment caused by actions of the FMS, its agents, or employees, the outcome of which is to render the equipment unavailable as described above, the testing shall cease. Upon return to normal operation, the testing shall begin again. No downtime shall be accumulated during this outage.

B.4. The Security Computer System shall be considered available under the following conditions:

Loss of either one printer or one work station at the SS console or the Supervisor/Programmer location attributable specifically to hardware malfunction, if other display items are operational during the outage.

B.5. Commencement of the Availability Test shall be mutually agreed upon, but in no event shall it start prior to FMS's receipt and review of all manuals, working drawings, as built drawings, and escrow account(s), unless prior waiver is obtained from the FMS COTR. In addition, the test shall not begin until training of FMS's operating personnel has been completed, and all set up or scheduled preventive maintenance has been completed.

B.6. In the event that the AOT exceeds 7.2 hours, the start time shall be shifted to delete some of the earliest outages until the accumulated outages during the 720-hour test no longer exceed 7.2 hours. The shifted start date and time shall be mutually agreed upon between the FMS COTR and Contractor. No time shift shall be permitted until at least 25 percent (180 hours) of the test has been completed. The Security Computer System must be operating at 100 percent availability with no errors or discrepancies at the end of the test.

B.7. A new test shall be started if major modifications are required to either hardware or software in order to conform to specified functional

requirements. One test repeat may be run at FMS's discretion. Any additional test repeats for this reason shall be conducted as necessary by FMS after informing the Contractor's site representative.

B.8. The Contractor shall provide a service representative on call 24 hours a day, seven days a week for the duration of the Availability Tests. A response time of two hours to be on site is required both during and after completion of testing, e.g., during the warranty period and any subsequent maintenance agreements.

B.9. The Contractor may have use of FMS's spare parts stores (if available) during the Availability Test period. The Contractor shall replace within 30 days any borrowed FMS spare parts at no cost (including shipping cost to the site from which they were borrowed) to FMS. Final payment on this contract shall not be processed until replacement for all borrowed spare parts has occurred.

B.10. During the Availability Test:

a. Alteration(s) to software shall not be permitted unless required to correct an error, it is incorporated into all Contractor's or sub-Contractor's off-the-shelf software, and the FMS COTR's approval is obtained.

b. Alteration(s) to the hardware shall not be permitted unless required to correct a failure, or if in the opinion of the Contractor, such changes will improve system reliability. These changes/alterations will require written approval of the FMS COTR.

c. FMS shall be permitted to verify system performance as specified.

d. Any redesign or modifications to the system as a result of the Availability Test shall be made and documented for all equipment supplied under the contract.

#### **GENERAL SUBMITTAL REQUIREMENTS**

##### **A. DESCRIPTION OF PROPOSED HARDWARE**

A.1. The Contractor shall provide in its proposal a detailed list of all hardware components by site which are included in the bid. The Contractor shall use equipment of the type, make and model standardized on by the Government.

A.2. Full descriptions and/or specification sheets shall be provided for each hardware component.

##### **B. MAINTENANCE AND REPAIR AGREEMENT**

B.1. The Contractor shall warrant all equipment furnished to be new, undamaged, free from defects and in conformity with the specifications.

B.2. The Contractor shall agree to remove, repair or replace, transport, reinstall and test, without charge to the Government, all or any parts of the system found to be defective due to faulty materials or workmanship for a period of one (1) year from date of Government acceptance.

##### **C. DOCUMENTATION AND TRAINING**

C.1. Complete documentation shall be provided for each site covering all aspects of the site's security system and subsystems operation. Any costs shall be incorporated into the system costs.

C.2. The Contractor shall submit a formal training course and schedule, at no charge to the Government, including all design and presentation materials. Upon COTR approval, the Contractor shall present the approved training course at each designated FMS premise according to proposed schedule. The training course shall cover system operation, system management and trouble shooting. There will be 3 to 8 FMS designated trainees attending this course at each site.

C.3. The Contractor shall provide a listing of all other pertinent training courses available (hardware, operating system and software), their content, location and cost.

#### D. DRAWINGS

D.1. The Contractor shall furnish with its proposal such shop and setting drawings and diagrams as reasonably required to clarify the details of work included.

D.2. At the conclusion of the project, the Contractor shall provide two (2) sets of "as-built" drawings (1 standard blueprint size, 1 no smaller than 11" X 24") that shall include all component and/or equipment identifications, cable identifications and cable markers as installed under this contract. Also, an electronic copy of all as built drawings for each site shall be provided on disk. Drawings shall be provided in an electronic format compatible with AutoCad Lite, Release 2 and on a standard CD Rom or on LS 120 format, 3 ½" disk(s). Upon completion of installation and upon turnover of the system to FMS, the Contractor shall ensure and certify that no "as-built" drawings remain in the Contractor's or any sub-Contractor's possession.

D.3. "As Built" drawings include showing any equipment and its interfaces installed under this contract, including those interfaces with remote locations.

#### E. APPLICATION ENGINEERING

The Contractor shall make every reasonable attempt to meet the following objectives in laying out the proposed system:

- 1) Minimize wiring requirements;
- 2) Facilitate system maintenance and repair;
- 3) Allow for cost effective system expansion in accordance with the Government's potential future requirements;
- 4) Make optimum use of existing equipment.

Equipment shall be mounted in existing 19" racks (if any) to the maximum extent possible. Should additional racks/consoles be required, they will be the responsibility of the Contractor to furnish. The furnished racks/consoles shall match in form, fit, and color those currently in use (if any), or design and color shall be approved in writing by the COTR. Cost of these items shall be listed as separate line items and grouped by site.

#### F. SUPERVISION

F.1. The Contractor shall be responsible for the following project supervision/management functions:

- 1) Supervision of sub-trades/sub-Contractors (as required);

- 2) Attending site meetings;
- 3) Attending project progress meetings;
- 4) Coordinating his work with the designated FMS COTR, CO and designated others.

NOTE: Contractor must furnish full-time Site/Facility Supervision anytime tradesmen are on site and the Supervision must be fully qualified in the installation of CASI-RUSCO security systems. The Supervisor must be a full-time employee of the Contractor or Contractor's subcontractor and have at least one year work history with the Contractor or subcontractor supervising or managing security systems and system integration installations. The site installation Supervisor/ Manager's identification and qualifications shall be included with the Contractor's proposal. Qualifications shall include the names of firms, contact persons, and telephone numbers at locations where he/she managed systems installation. The background and qualification of the site Supervisor/Manager may be checked at the discretion of the Government. Any exception to these requirements must be approved in writing by the FMS COTR and CO.

#### G. COMMISSIONING THE SYSTEM

The Contractor shall be responsible for verifying that each component of the system is fully operational and in conformity with the specification. The Contractor shall also be responsible for insuring that all previously existing, as well as new, elements function together as a system in accordance with the specification. The Contractor shall provide the tools (hardware or software) and data necessary for the Government to independently validate compliance with all specifications, including Y2K and other date related anomaly compliance. The Government will retain these tools and data.

**II. BLOCKS 19, 20, 21, 22, 23, AND 24 (CONTINUED)**

The Contractor shall furnish all personnel, equipment, material, supplies, and services (except as may be expressly set forth in this contract as furnished by the Government) and otherwise do all things necessary for, or incident to, the performance and/or provision of the specifications set forth in this contract.

The following price break-out is provided as a guide only. Not all items listed will be required to make the integrated security systems Y2K compliant. The Contractor shall provide a similar pricing sheet with the same or additional non-specified elements for each location that are required to make that location's integrated security system Y2K compliant. All Prices shall be installed prices. Prices may be presented by function for each location, e.g., Access Control, Alarm Systems, Video systems, Identification system, etc.

CLIN ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
0001	SecurePerfect license, software with integrated ID management system w/workstation	_____	_____	\$ _____	\$ _____
0002	SAM Station license, software, workstation	_____	_____	\$ _____	\$ _____
0003	X-Terminal license, software, workstation	_____	_____	\$ _____	\$ _____
0004	Direct print identification card printer w/supplies for 500 cards	_____	_____	\$ _____	\$ _____
0005	Micro5Px	_____	_____	\$ _____	\$ _____
0006	Card reader boards	_____	_____	\$ _____	\$ _____
0007	Alarm point boards	_____	_____	\$ _____	\$ _____
0008	Battery for backup of Micro5P (Min. of 4 hrs.)	_____	_____	\$ _____	\$ _____
0009	Software Escrow	_____	_____	\$ _____	\$ _____
0010	Tamper switches	_____	_____	\$ _____	\$ _____
0011	Custom design of 5 ID card layouts (applicable to all sites)	_____	_____	\$ _____	\$ _____
0012	Hughes Identification Devices (HID) MiniProx MP 5360 series card readers	_____	_____	\$ _____	\$ _____
0013	HID ProxCards II, 125 kHz, direct print cards	250	_____	\$ _____	\$ _____

0014	Video Motion detector - Pelco 9760	_____	_____	\$_____	\$_____
0015	Matrix switcher - GYYR DS16D	_____	_____	\$_____	\$_____
0016	Video Camera - color	_____	_____	\$_____	\$_____
0017	PTZ Device				
0018	Camera Lens - exterior	_____	_____	\$_____	\$_____
0019	Camera Lens - interior	_____	_____	\$_____	\$_____
0020	Camera Lens - Fixed focal length	_____	_____	\$_____	\$_____
0021	Video Camera	_____	_____	\$_____	\$_____
0022	Volumetric Intrusion Detection	_____	_____	\$_____	\$_____
0023	Delayed egress door release	_____	_____	\$_____	\$_____
0024	Intercom	_____	_____	\$_____	\$_____

CONSIDERATION--FIXED PRICE

The total firm fixed price of this contract is \$\_\_\_\_\_. Payment to the Contractor will be made in accordance with the receipt of a proper invoice as described in the Addendum of FMHQ98Q5025.

**CONTRACT CLAUSES**

**52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS - COMMERCIAL ITEMS (APR 1998)**

(a) The Contractor agrees to comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:

- (1) 52.222-3, Convict Labor (E.O. 11755); and
- (2) 52.233-3, Protest after Award (31 U.S.C 3553).

(b) The Contractor agrees to comply with the FAR clauses in this paragraph (b) which the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

*(Contracting Officer shall check as appropriate.)*

[X] (1) 52.203-6, Restrictions on Subcontractor Sales to the Government, with Alternate I (41 U.S.C. 253g and 10 U.S.C. 2402).

[ ] (2) Reserved.



[X] (3) 52.219-8, Utilization of Small Business Concerns and Small Disadvantaged Business Concerns (15 U.S.C. 637 (d)(2) and (3)).

[X] (4) 52.219-9, Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (15 U.S.C. 637 (d)(4)).

[ ] (5) 52.219-14, Limitation on Subcontracting (15 U.S.C. 637(a)(14)).

[X] (6) 52.222-26, Equal Opportunity (E.O. 11246).

[X] (7) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).

[X] (8) 52.222-36, Affirmative Action for Handicapped Workers (29 U.S.C. 793).

[X] (9) 52.222-37, Employment Reports on Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).

[X] (10) 52.225-3, Buy American Act - Supplies (41 U.S.C. 10).

[X] (11) 52.225-9, Buy American Act - Trade Agreements Act - Balance of Payments Program (41 U.S.C. 10, 19 U.S.C. 2501-2582).

[ ] (12) (Reserved)

[ ] (13) 52.225-18, European Union Sanction for End Products (E.O. 12849).

[ ] (14) 52.225-19, European Union Sanction for Services (E.O. 12849).

[ ] (15)(i) 52.225-21, Buy American Act - North American Free Trade Agreement Implementation Act - Balance of Payments Program (41 U.S.C. 10, Pub. L. 103-187).

[ ] (ii) Alternate I of 52.225-21.

[X] (16) 52.239-1, Privacy or Security Safeguards (5 U.S.C. 552a).

[ ] (17) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (46 U.S.C. 1241).

(c) The Contractor agrees to comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

*(Contracting Officer check as appropriate.)*

[X] (1) 52.222-41, Service Contract Act of 1965, As Amended (41 U.S.C. 351, et seq.).

[X] (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

[X] (3) 52.222-43, Fair Labor Standards Act and Service Contract Act - Price Adjustment (Multiple Year and Option Contracts) (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

[X] (4) 52.222-44, Fair Labor Standards Act and Service Contract Act - Price Adjustment (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

[X] (5) 52.222-47, SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C. 351, et seq.).

(d) Comptroller General Examination of Record. The Contractor agrees to comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records - Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) or (d) of this clause, the Contractor is not required to include any FAR clause, other than those listed below (and as may be required by an addenda to this paragraph to establish the reasonableness of prices under Part 15), in a subcontract for commercial items or commercial components -

(1) 52.222-26, Equal Opportunity (E.O. 11246);

(2) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212);

(3) 52.222-36, Affirmative Action for Handicapped Workers (29 U.S.C. 793);  
and

(4) 52.247-64, Preference for Privately-Owned U.S.- Flagged Commercial Vessels (46 U.S.C. 1241) (flow down not required for subcontracts awarded beginning May 1, 1996).

(End of clause)

#### **SOLICITATION PROVISIONS**

##### **52.212-3 OFFEROR REPRESENTATIONS AND CERTIFICATIONS - COMMERCIAL ITEMS (JAN 1997)**

(a) Definitions. As used in this provision:

"Emerging small business" means a small business concern whose size is no greater than 50 percent of the numerical size standard for the standard industrial classification code designated.

"Small business concern" means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

"Small disadvantaged business concern" means a small business concern that -

(1) Is at least 51 percent unconditionally owned by one or more individuals who are both socially and economically disadvantaged, or a publicly owned business, having at least 51 percent of its stock unconditionally owned by one or more socially and economically disadvantaged individuals, and

(2) Has its management and daily business controlled by one or more such individuals. This term also means a small business concern that is at least 51 percent unconditionally owned by an economically disadvantaged Indian tribe or Native Hawaiian organization, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one or more of these entities, which has its management and daily business controlled by members of an economically disadvantaged Indian tribe or Native Hawaiian organization and which meets the requirements of 13 CFR Part 124.

"Women-owned small business concern" means a small business concern -

(1) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

"Women-owned business concern" means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

(b) Taxpayer identification number (TIN) (26 U.S.C. 6050M).

(1) Taxpayer Identification Number (TIN).

\_\_\_ TIN:\_\_\_\_\_.

\_\_\_ TIN has been applied for.

\_\_\_ TIN is not required because:

\_\_\_ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.;

\_\_\_ Offeror is an agency or instrumentality of a foreign government;

\_\_\_ Offeror is an agency or instrumentality of a Federal, state, or local government;

\_\_\_ Other. State basis. \_\_\_\_\_

(2) Corporate status.

\_\_\_ Corporation providing medical and health care services, or engaged in the billing and collecting of payments for such services;

\_\_\_ Other corporate entity;

\_\_\_ Not a corporate entity:

\_\_\_ Sole proprietorship

\_\_\_ Partnership

\_\_\_ Hospital or extended care facility described in 26 CFR 501(c)(3) that is exempt from taxation under 26 CFR 501(a).

(3) Common parent.

\_\_\_ Offeror is not owned or controlled by a common parent:

\_\_\_ Name and TIN of common parent:

Name \_\_\_\_\_

TIN \_\_\_\_\_

(c) Offerors must complete the following representations when the resulting contract is to be performed inside the United States, its territories or possessions, Puerto Rico, the Trust Territory of the Pacific Islands, or the District of Columbia. Check all that apply.

(1) Small business concern. The offeror represents as part of its offer that it \_\_\_ is, \_\_\_ is not a small business concern.

(2) Small disadvantaged business concern. The offeror represents that it \_\_\_ is, \_\_\_ is not a small disadvantaged business concern.

(3) Women-owned small business concern. The offeror represents that it \_\_\_ is, \_\_\_ is not a women-owned small business concern.

Note: Complete paragraphs (c)(4) and (c)(5) only if this solicitation is expected to exceed the simplified acquisition threshold.

(4) Women-owned business concern. The offeror represents that it [ ] is, \_\_\_ is not, a women-owned business concern.

(5) Tie bid priority for labor surplus area concerns. If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:

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(6) Small Business Size for the Small Business Competitiveness Demonstration Program and for the Targeted Industry Categories under the Small Business Competitiveness Demonstration Program. (Complete only if the offeror has represented itself to be a small business concern under the size standards for this solicitation.)

(i) (Complete only for solicitations indicated in an addendum as being set-aside for emerging small businesses in one of the four designated industry groups (DIGs).) The offeror represents as part of its offer that it \_\_\_ is, \_\_\_ is not an emerging small business.

(ii) (Complete only for solicitations indicated in an addendum as being for one of the targeted industry categories (TICs) or four designated industry groups (DIGs).) Offeror represents as follows:

(A) Offeror's number of employees for the past 12 months (check the Employees column if size standard stated in the solicitation is expressed in terms of number of employees); or

(B) Offeror's average annual gross revenue for the last 3 fiscal years (check the Average Annual Gross Number of Revenues column if size standard stated in the solicitation is expressed in terms of annual receipts).

(Check one of the following):

NUMBER OF EMPLOYEES	AVERAGE ANNUAL GROSS REVENUES
<input type="checkbox"/> 50 or fewer	<input type="checkbox"/> \$1 million or less
<input type="checkbox"/> 51-100	<input type="checkbox"/> \$1,000,001-\$2 million
<input type="checkbox"/> 101-250	<input type="checkbox"/> \$2,000,001-\$3.5 million
<input type="checkbox"/> 251-500	<input type="checkbox"/> \$3,500,001-\$5 million
<input type="checkbox"/> 501-750	<input type="checkbox"/> \$5,000,001-\$10 million
<input type="checkbox"/> 751-1,000	<input type="checkbox"/> \$10,000,001-\$17 million
<input type="checkbox"/> Over 1,000	<input type="checkbox"/> Over \$17 million

(d) Certifications and representations required to implement provisions of Executive Order 11246 - (1) Certification of non-segregated facilities. (Applies only if the contract amount is expected to exceed \$10,000) - By submission of this offer, the offeror certifies that it does not and will not maintain or provide for its employees, any facilities that are segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise and that it does not and will not permit its employees to perform their services at any location where segregated facilities are maintained. The offeror agrees that a breach of this certification is a violation of the Equal Opportunity clause in the contract.

(2) Previous contracts and compliance. The offeror represents that -

(i) It \_\_\_ has, \_\_\_ has not, participated in a previous contract or subcontract subject either to the Equal Opportunity clause of this solicitation, the clause originally contained in Section 310 of Executive Order 10925, or the clause contained in Section 201 of Executive Order 11114; and

(ii) It \_\_\_ has, \_\_\_ has not, filed all required compliance reports.

(3) Affirmative Action Compliance. The offeror represents that -

(i) It \_\_\_ has developed and has on file, \_\_\_ has not developed and does not have on file, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR Subparts 60-1 and 60-2), or

(ii) It \_\_\_\_ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) Certification Regarding Payments to Influence Federal Transactions (31 U.S.C. 1352). (Applies only if the contract is expected to exceed \$100,000.) By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract.

(f) Buy American Act - Trade Agreements - Balance of Payments Program Certificate. (Applies only if FAR clause 52.225-9, Buy American Act - Trade Agreement - Balance of Payments Program, is included in this solicitation.)

(1) The offeror hereby certifies that each end product, except those listed in paragraph (f)(2) of this provision, is a domestic end product (as defined in the clause entitled "Buy American Act - Trade Agreements - Balance of Payments Program") and that components of unknown origin have been considered to have been mined, produced, or manufactured outside the United States, a designated country, a North American Free Trade Agreement (NAFTA) country, or a Caribbean Basin country, as defined in section 25.401 of the Federal Acquisition Regulation.

(2) Excluded End Products:

LINE ITEM NO.	COUNTRY OF ORIGIN
_____	_____
_____	_____
_____	_____
_____	_____

(3) Offers will be evaluated by giving certain preferences to domestic end products, designated country end products, NAFTA country end products, and Caribbean Basin country end products over other end products. In order to obtain these preferences in the evaluation of each excluded end product listed in paragraph (f)(2) of this provision, offerors must identify and certify below those excluded end products that are designated or NAFTA country end products, or Caribbean Basin country end products. Products that are not identified and certified below will not be deemed designated country end products, NAFTA country end products, or Caribbean Basin country end products. Offerors must certify by inserting the applicable line item numbers in the following:

(i) The offeror certifies that the following supplies qualify as "designated or NAFTA country end products" as those terms are defined in the clause entitled "Buy American Act - Trade Agreements - Balance of Payments Program":

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Insert line item numbers)

(ii) The offeror certifies that the following supplies qualify as "Caribbean Basin country end products" as that term is defined in the clause entitled "Buy American Act - Trade Agreements - Balance of Payments Program":

\_\_\_\_\_

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(Insert line item numbers)

(4) Offers will be evaluated in accordance with FAR Part 25.

(g)(1) Buy American Act - North American Free Trade Agreement Implementation Act - Balance of Payments Program. (Applies only if FAR clause 52.225-21, Buy American Act - North American Free Trade Agreement Implementation Act - Balance of Payments Program, is included in this solicitation.) (i) The offeror certifies that each end product being offered, except those listed in paragraph (g)(1)(ii) of this provision, is a domestic end product (as defined in the clause entitled "Buy American Act - North American Free Trade Agreement Implementation Act - Balance of Payments Program," and that components of unknown origin have been considered to have been mined, produced, or manufactured outside the United States.

(ii) Excluded End Products:

LINE ITEM NO.	COUNTRY OF ORIGIN
_____	_____
_____	_____
_____	_____
_____	_____

(List as necessary)

(iii) Offers will be evaluated by giving certain preferences to domestic end products or NAFTA country end products over other end products. In order to obtain these preferences in the evaluation of each excluded end product listed in paragraph (g)(1)(ii) of this provision, offerors must identify and certify below those excluded end products that are NAFTA country end products. Products that are not identified and certified below will not be deemed NAFTA country end products. The offeror certifies that the following supplies qualify as "NAFTA country end products" as that term is defined in the clause entitled "Buy American Act - North American Free Trade Agreement Implementation Act - Balance of Payments Program":

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(Insert line item numbers)

(iv) Offers will be evaluated in accordance with Part 25 of the Federal Acquisition Regulation. In addition, if this solicitation is for supplies for use outside the United States, an evaluation factor of 50 percent will be applied to offers of end products that are not domestic or NAFTA country end products.

(2) Alternate I. If Alternate I to the clause at 52.225-21 is included in this solicitation, substitute the following paragraph (g)(1)(iii) for paragraph (g)(1)(iii) of this provision:

(g)(1)(iii) Offers will be evaluated by giving certain preferences to domestic end products or Canadian end products over other end products. In order to obtain these preferences in the evaluation of each excluded end product listed in paragraph (b) of this provision, offerors must identify and certify below those excluded end products that are Canadian end products. Products that are not identified and certified below will not be deemed Canadian end products.

The offeror certifies that the following supplies qualify as "Canadian end products" as that term is defined in the clause entitled "Buy American Act - North American Free Trade Agreement Implementation Act - Balance of Payments Program":

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(Insert line item numbers)

(h) Certification Regarding Debarment, Suspension or Ineligibility for Award (Executive Order 12549). The offeror certifies, to the best of its knowledge and belief, that -

(1) The offeror and/or any of its principals \* are, \* are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and

(2) \_\_\_ Have, \_\_\_ have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and \_\_\_ are, \_\_\_ are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

(End of provision)

#### ADDENDUM TO FMHQ98Q5025

**This Addendum contains clauses and provisions that are part of the solicitation and any resulting order/contract and also incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.**

1. SF 1449 Block 18(b):

Per FAR Clause 52.212-4(g), invoices are to be submitted as follows:

(a) one original and one copy of the invoice shall be sent to:

Financial Management Service  
Financial Operations Branch  
401 14th Street, SW, Rm 252  
Washington, DC 20227

(b) one copy of the invoice shall be sent to both the Contract Administrator and the COTR:

Financial Management Service  
Attn: James Hamrick, Contract Administrator  
401 14th Street, SW, Rm. 451B  
Washington, DC 20227

Financial Management Service  
Attn: John T. Smith, COTR



Prince George's Metro Center II  
3700 East-West Highway, Rm. 161  
Hyattsville, MD 20782

2. In accordance with FAR Clause 52.212-4(I), the Government will make any and all payments via electronic funds transfer through the Automated Clearing House (ACH) Payment System. Prior to contract/order award, if any, the apparent successful offeror will be requested either submit a completed SF 3881 "ACH Contractor/Miscellaneous Payment Enrollment Form" or furnish proof that the offeror is enrolled in the ACH Payment System. If the offeror fails to furnish either the completed SF 3881 or proof of enrollment in the ACH Payment System within (3) Government working days of the request, the offeror shall be deemed nonresponsive to the terms and conditions of this solicitation and will be ineligible for award.

3. Contractor'S PROJECT MANAGER

The Contractor shall provide a Project Manager for the duration of the contract with the authority to act for the Contractor. This individual shall be responsible for the overall management and coordination of this contract and shall act as the central point of contact with the Government. The individual selected shall not be replaced without the Contractor notifying the Government of the Project Manager's replacement in writing. The Contractor is to insert the name, title, and phone number of the Project Manager, as well as a second person who will act for the Project Manager in the event of illness or vacation leave.

<u>NAME</u>	<u>TITLE</u>	<u>PHONE NUMBER</u>
_____	_____	_____

**52.212-1 INSTRUCTIONS TO OFFERORS-COMMERCIAL ITEMS (JUN 1997) (Addendum)**

Paragraph (b)(10) is deleted in its entirety and replaced with the following:

(10) Offerors shall submit (3) references with information sufficient to identify and describe their previous experience in industry or government (Federal, state, local) similar to requirements included in the Specification/Statement of Work. Offerors that are newly formed entities without prior contracts shall list contracts and subcontracts as required for all key personnel. Projects shall be identified with the names of individual(s) who worked on them.

Information on past or current relevant contracts shall be submitted according to the following format:

- a) Customer's Name
- b) Customer's Contracting Officer or Contact Person, Address, and Telephone Number
- c) Contract Number
- d) Contract Period of Performance
- e) Contract Place of Performance
- f) Total Contract Value (Including Options)
- g) Brief Description of Services Provided

**52.212-2 EVALUATION-COMMERCIAL ITEMS (OCT 1997) (Addendum)**

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors will be used to evaluate offers:

(i) Technical capability of item/service to meet the Government requirement;

(ii) Past Performance

(iii) Price

Technical capability and past performance, when combined, are approximately equal to cost or price.

(b) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance in the offer, shall result in a binding contract without further action by either party. Before the offers specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

#### **52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (APR 1998)**

##### **PERSONNEL SECURITY REQUIREMENTS FOR SENSITIVE DUTIES**

The Financial Management Service requires background investigations on Contractor personnel because of its role in the financial activities of the U.S. Government. Duties and services are categorized according to the risk relationship they have to the mission of the service and/or to the national interest.

Contractor personnel having access to sensitive Treasury resources, including off-worksite access, shall be subject to the risk designation and background investigation system applicable to Federal employees performing similar tasks.

Duties or services are designated at risk levels as they relate to the mission of the Service. Investigations may be expanded if deemed warranted by the Personnel Security Officer. Persons performing duties at any risk level are required to be investigated.

Duties and/or services for this contract have been designated to fall in the High Risk category.

All Contractor or subcontractor personnel working under this contract shall possess a current U.S. Government background investigation appropriate for working in public trust high risk positions on Government projects. The Contractor shall provide the names of those individuals designated to work on this project with its proposal submitted for this project. Due to time constraints for completion of this contract, failure to meet this requirement will result in the bid or proposal being declared non-responsive. Any substitutes in personnel after award must also possess a completed background investigation and be pre-approved by the FMS COTR and CO.

##### **NUMBER OF AWARDS**

It is anticipated that there may be multiple awards resulting from this solicitation. The Government reserves the right to make multiple awards if,

after considering the additional administrative costs, it is in the Government's best interest to do so.